Report.Web ACCOUNT Creation Information

- **To obtain a Report.Web ACCOUNT (with existing SAMIS or AFSAC online account)**
  - only for SAMIS reports (Push or Pull) and Interim Tech Orders (iTOs)
  - External users with SAMIS or AFSAC Online accounts
    - please e-mail afsac.samis.report.web@wpafb.af.mil

      requesting a Report.Web Account
      - For Interim Tech Orders
        - Please designate who should receive the Interim Tech Order in the e-mail as described above.
  - AFSAC Users
    - Please submit a Track-it Ticket requesting a Report.Web Account

Report.Web
ACCOUNT Creation Information

- **To obtain a Report.Web ACCOUNT (without existing SAMIS or AFSAC online account)**
  - Please submit DD 2875 via AFSAC Online Links ("Apply for AFSAC Online and/or SAMIS Account") Select the "Type of Applicant" category that applies to your situation. For "System Name" enter Report.Web Account.
  - Instructions and requirements are the same as applying for an AFSAC Online or SAMIS account. These are available to you for help in filling out the form and/or other documents that may be required with the DD 2875. Be sure to check all the options in the category that applies to you to avoid having the form rejected.
    - For Interim Tech Orders
      - In Block 27 on the DD 2875 please put the email address of the person designated to receive notification of the Interim Tech Order.

Report.Web
ACCOUNT Creation Information

- **Forward signed DD 2875 and/or other documents to:**

    AFSAC/SCO   Attention: Account Manager

    5454 Buckner Rd.

    Wright Patterson AFB, Ohio 45433-5337

    Or email all to:

    AFSAC.Computer.Security.Manager@wpafb.af.mil